

**BY ORDER OF THE COMMANDER  
AIR FORCE MATERIEL COMMAND**



**AIR FORCE INSTRUCTION 11-401**

**AIR FORCE MATERIEL COMMAND**

**Supplement 1**

**16 SEPTEMBER 2002**

**Flying Operations**

**FLIGHT MANAGEMENT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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(CMSgt Ronald S. Fox)  
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This supplement implements AFPD 11-4, *Aviation Service*, and Department of Defense (DoD) Directive 1340.4, *Proficiency Flying Programs*, July 17, 1972, with changes. It expands on guidance provided in AFI 11-401 and applies to all AFMC units and AFRC units under AFMC OPCON. It does not apply to the Air National Guard. Use this instruction with AFI 11-401 as supplemented. Units may further supplement this instruction, as required. If supplemented, send a copy to HQ AFMC/DOO.

**SUMMARY OF REVISIONS**

This document is substantially revised and must be completely reviewed. This supplement conforms to HQ USAF AFI 11-401, 1 October 2001.

**AFI 11-401, 1 October 2001, is supplemented as follows:**

1.4.1.7.1. (Added) Unit commanders will provide justification to the HARM office for rated officers and CEAs assigned to their units in Flying Status Code (FSC) 'S' for 150 days explaining why the incumbent will remain in that status beyond 180 days. The HARM office will inform HQ AFMC/DOO of the commander's action.

1.4.3. (Added) Commanders of AFMC centers with flying operations (e.g., WR-ALC, AAC, ASC) will appoint, in writing, a Director of Flight Operations (DFO) for assigned flying units. HQ AFMC/DO will appoint the DFO for certain unique units (i.e., units not belonging to a center). The DFO is responsible for oversight of day-to-day flight operations and compliance with USAF and AFMC flight operations policies. DFOs will ensure ORM principles are emphasized before all flying activities.

1.4.3.1. (Added) A DFO must be an actively flying AFMC pilot or navigator with flight management responsibilities, no lower than the flying unit commander.

1.4.3.2. (Added) For depot FCF operational issues covered by guidance in T.O. 1-1-300, *Acceptance/Functional Check Flight and Maintenance Operational Checks*, the DFO is the equivalent to a Group Commander.

1.4.3.3. (Added) For units without a flying wing commander, HQ AFMC/ DOO (primary) or HQ AFMC/ DOV (alternate) is the wing commander equivalent authority.

1.4.3.4. (Added) Send a copy of DFO appointment memos each year in June or whenever DFO appointments change to HQ AFMC/DOO, info copy to HQ AFMC/DOV. Appointment memos must include name, rank, phone and fax number, e-mail address, and local address.

1.5.5.1. (Added) Flyers who become inactive will turn in their FEF to the HARM office within 10 days of assignment to an inactive flying position (i.e. API-6 flyer is placed in an API-3 position, etc.).

1.7.2. Send requests for waivers and changes to HQ AFMC/DOO.

1.8.1. Use AFMC Form 82, **Flight Authorization**, or AFMC Form 83, **Local Flight Clearance/Flight Authorization** (see **Attachments 4 and 5**). These forms may be computer generated by flying units provided the original AFMC format is retained and all information contained on the AFMC form is depicted on the copy. Flight authorizations will be retained for one year after mission completion. Commanders will approve flight authorizations and may designate, in writing, additional personnel who may also approve them. Squadron commanders designated by the DFO may also designate additional personnel within their squadron. The list of designated additional personnel should be kept to the minimum number necessary to accomplish the mission. **Table 1.2.** summarizes authorizing and manifesting of personnel who fly onboard AFMC aircraft.

**Table 1.2. (Added) Authorizing and Manifesting Personnel for Flight on AFMC Aircraft.**

PERSONNEL CATEGORY	AUTHORIZED BY	MANIFESTED ON
<b>(Listed on AFMC Flight Authorizations)</b>		
Aircrew Members	AFI 11-401	AFMC Form 82/83
OPS Support Fliers		
Maintenance Engineering Support Personnel (MESP)/Mission Essential Ground Personnel (MEGP)		
Orientation Fliers	IAW Table 1.3.	
Government Contract Flyers	AFMC Form 81, AFJI 10-220	
Passengers	DoD 4515.13-R	DD Form 2131 (Passenger Manifest)

1.8.1.1. (Added) Forms Prescribed. AFMC Form 80, **Multiple Qualification Request and Authorization**; AFMC Form 81, **Flight Authorization for Crewmember/Operational Support Flyer (MESP)**; AFMC Form 82, **Flight Authorization** and AFMC Form 83, **Local Flight Clearance/Flight Authorization**.

1.8.2.1.1. (Added) The pilot in command (PIC) is responsible for the safe and effective conduct of the mission and will normally occupy a seat equipped with a set of flight controls during all critical phases of flight. The designated PIC must be current and qualified in the mission to be flown. In-flight changes of PIC duties will be strictly limited and will be briefed in adequate detail to ensure each crewmember understands who will be performing PIC duties. For PIC changes planned prior to flight, list pilot in command for each segment of the mission on the flight authorization. Thoroughly brief planned PIC changes as a part of the mission briefing prior to flight.

1.8.2.1.2. (Added) An instructor qualified crewmember, on the flight authorization and when in a position to monitor flight operations, has the authority and responsibility to prevent or correct any unsafe action or breach of flight discipline. Responses may range from verbal intervention to taking command of the aircraft or flight in extreme situations.

1.9.4.7. AFMC Orientation Flight approval authorities. Table 1.3. below, when used in conjunction with AFI 11-401, Table 1.1, lists all requirements for approval of AFMC orientation flights.

1.9.4.7.1. The purpose of the orientation flight program is to reward, motivate, or increase an individual's understanding of the Air Force mission. The Orientation Flight Program is a valuable tool to AFMC and the Air Force, and to effectively manage the program requires strong leadership at all levels to ensure that the appropriate benefit is derived. Commanders must ensure each flight is properly justified, to include benefits to the Air Force, and each sortie profile is designed to meet the passenger's needs or limitations to ensure a positive flight experience.

**Table 1.3. (Added) AFMC Orientation Flight Approval Summary. (See also AFI 11-401, Table 1.1).**

Line	A	B	C	D		
	Type of Flight	If Individual Is	Then the Approval Authority Is	Notes		
1	Distinguished Visitor (DV) flights	Members of Congress and their staffs	SECAF via SAF/LL	1, 2, 4, 9		
2		Federal and foreign government officials	AFMC/CC	1, 2, 3, 4, 9, 10, 12		
3		US ambassadors and their senior deputies			1, 2, 3, 4, 9, 10	
4	Familiarization flights	Foreign nationals working for the DoD	AFMC/CC	1, 2, 3, 4, 9, 10, 12		
5		Foreign civilians			HQ USAF/CV	
6		Foreign military (Brig Gen and above or civilian equivalent)			AFMC/CC	
7		Foreign military (Brig Gen and above or civilian equivalent) - not within MAJ-COM channels			HQ USAF/XOO	
8		Foreign military (Col and below or civilian equivalent)			AFMC/CC	
9		Foreign military during exercise participation			AFMC/CC	
10		Foreign military receiving USAF flight training			Training Unit Commander	10, 12
11		Foreign military not listed above			HQ USAF/XOO	1, 2, 3, 4, 9, 10, 12
12		US citizens, when directly supporting AFMC			AFMC/CC	1, 2, 4, 9
13		Active duty and Air Reserve Component military (all grades) and DoD civilian equivalents			HQ AFMC/DO (Delegated to local Wing/CC)	5, 6, 7
14	Service Academy and ROTC cadets					
15	Junior ROTC, Civil Air Patrol, Explorer Scouts					
16	FAA employees (comply with DoD 4515.13-R, Chapter 4, para. C.6)					
17	Civilian Employees of DoD contractors					

Line	A	B	C	D
	Type of Flight	If Individual Is	Then the Approval Authority Is	Notes
18	Incentive/ Orientation flights	USAF active-duty and ARC military members		
19	Spouse orientation flights	Spouses of active-duty and ARC military members		5, 6, 13
20	Orientation flights in non-USAF aircraft	USAF active-duty and ARC military members	Wing/CC	5, 6
21	Point-to-Point flights		AFMC/CC SECAF for Line 1	1, 2, 4, 9
22	Public Affairs orientation flights	Community Relations: civic leaders; community youth programs; US citizens who, because of position and contacts with various public organizations, can make positive contributions to public understanding of the roles and missions of the Air Force	Local orientation flight-Wing/CC	8
23			Non-local orientation flight AFMC/CC	1,2,8,9, 10
24	Media travel/orientation flight	News media (local/regional representative)	Local travel-Wing/CC	8, 11
			Non-local travel- AFMC/CC and SAF/PA	1, 2, 8, 9, 10, 11
		News media (national/international representative)	Local travel-AFMC/CC	
			Non-local travel- AFMC/CC and SAF/PA	
25	All other orientation flights and public affairs travel		HQ USAF/CV	1, 2, 3, 4, 7, 9, 10

**Notes:**

1. Package, with request fully justified, must be forwarded to HQ AFMC/DOO at least 30 days prior to planned flight.
2. Package must include concurrence of the Center/CC for test center assigned aircraft or System Program Director for aircraft assigned or leased to contractors. Concurrence may be in the form of an e-mail message, memo, etc.
3. HQ AFMC/DOO will ensure HQ AFSAC/IAD receives copies of requests for foreign orientation flights. Approval memos will state that disclosure is limited to activities permitted in AFI 16-201.
4. Orientation flights on developmental aircraft may require additional levels of approval (SECAF for Congressmen, etc.).
5. Flying units without a wing commander may send requests to HQ AFMC/DOO for approval. The Center/CC or directorate heads may also approve these personnel for flying for those units without a wing commander.
6. For Non-AFMC General/Flag Officers and equivalent ranking civilian personnel (SES) notify HQ AFMC/DOO at least 10 days prior to event.
7. For contractors, the requirement for familiarization flights will normally be specified in the contract. Individual must be engaged in direct support of a DoD program.
8. News media representatives are normally staffed through the base public affairs offices.
9. Include planned orientation flight profile.
10. Flights with foreign nationals require coordination with SAF/IA prior to approval.
11. See AFI 35-101 Section 6G, *Supporting Media Travel*, for additional information.
12. Initiate clearance with local foreign disclosure office.
13. HQ AFMC/DOO approves spouse orientation flight and taxi programs. Wing CC is the flight approval authority.
  - 1.9.4.7.1.4. AFMC flying units may conduct a spouse orientation flight program if resources (aircrews, flying hours, etc.) permit and units' assigned aircraft are suitable for passengers. If unit assigned aircraft, to include aircraft possessed for Air Logistics Center (ALC) flying activities, are not suitable for passengers, a spouse taxi program may be developed. HQ AFMC/DOO is the approval authority for all new or revised spouse orientation flight and taxi programs. Spouses of AFMC military aircrew members, operational support flyers, and crew chiefs are eligible to participate. Priority will be given to spouses of aircrew members. The flying unit commander may allow eligible members and their spouses to fly together only if they both state, in writing, that they desire to do so and neither will be performing in-flight duties on the mission.
    - 1.9.4.7.1.4.3. Do not fly spouses on flights involving formation, midair retrieval, or airdrops (includes vehicles or stores released from the aircraft). Exception: Spouses may fly on KC-10 or KC-135 aircraft during air refueling.
    - 1.9.4.7.1.4.4. Qualified pilots must occupy mandatory pilot positions during all operations.
- 1.10.1. DFOs may authorize non-AFMC personnel to perform aircrew or operational support duties in AFMC aircraft. Supervisors must ensure AFMC personnel do not perform in-flight duties on any aircraft

unless they are required, authorized, and qualified. Contact HQ AFMC/DOO if there are any questions related to flying duties. Flying only for time to qualify for hazardous duty pay is prohibited. Previous qualification training from non-AFMC sources may be accepted or retraining conducted as required. DFOs or flying unit commanders delegated this authority will determine what flight documentation personnel from outside their unit must provide to show they meet flight prerequisites. **Table 1.4.** lists prerequisites for personnel to fly on AFMC aircraft.

**Table 1.4. (Added) Personnel Prerequisites for Flight on AFMC Aircraft.**

Personnel Category (Listed on AFMC Flight Authorizations)	Prerequisites				
	Aeronautical Order AFI 11-401	Physiological Training AFI 11-403	Flight Physical AFI 48-123	Egress Training AFI 11-301	One-time Ground Training AFI 11-202 VOL 1, AFMC Sup1
Crewmembers and OPS Support Fliers	X	X	X	X	X
Non-Qualified Crewmember		X	X	X	Note 3
MESP		Notes 1, 2	Note 2	X	
Orientation Fliers		Note 4	Note 5	X	
MEGP				Note 6	

**Notes:**

1. Flights conducted entirely below 18,000 feet do not require physiological training.
2. Medical recommendation/clearance to fly and physiological training, if required, will be accomplished IAW AFI 48-123, AFMC Sup 1. Physiological training is not required for MESP's in non-ejection seat aircraft per USAF/XOOT memo of 17 Sep 1996.
3. Required if individual will occupy a crew position with controls that could affect flight safety.
4. Non-crewmember orientation fliers may not require physiological training. See AFI 11-403, *Aerospace Physiological Training Program*, for a complete listing of requirements.
5. Qualified Medical Personnel must clear orientation flyers prior to flying. Flight Surgeon will specify the clearance expiration date.
6. MEGPs will receive abbreviated egress training IAW AFI 11-301, AFMC Sup 1, para 13.11.5.1 and 13.11.5.1.5. MEGPs are a category of passenger and may not fly in ejection seat aircraft per DoD 4515.13R.

1.10.1.1. Aircrew assigned to HQ AFMC/DOO or HQ AFMC/DOV in API-8 officer positions or API-D enlisted positions are authorized to fly on any AFMC aircraft during any mission. They may perform aircrew duties if current and qualified in the aircraft to be flown or if monitored by an instructor.

1.10.1.2. Aircrew and mission crew positions must be listed in AFI 65-503, *US Air Force Cost and Planning Factors*. Supervisors at all levels must ensure that the number of nonrated crewmembers on active status is the minimum necessary to complete the unit's mission and does not exceed authorized aircrew manning positions. Flying solely for the purpose of accumulating time to qualify for incentive pay or hazardous duty pay is prohibited. When these personnel are no longer required to fly to accomplish the unit's mission, their aeronautical orders will be terminated IAW AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*.

1.10.1.3. Limit the number of operational support flyers to the minimum necessary to complete the unit's mission. Flying solely for time to qualify for hazardous duty pay is not authorized. Operational support flyers must be placed on aeronautical orders and have man-years available in order to fly. These flyers will be assigned FSC C.

1.10.1.5.1. (Added) US Government civilian employees will meet the same proficiency, currency, and medical standards as military members in like positions. Flying must be specified in the member's current duty position description (PD) or AF Core Document (CD). US Government civilian flying time will not be entered in ARMS (formerly AFORMS).

1.10.1.5.2. (Added) Use AFMC Form 81 to request and authorize this status. This form must be accomplished for each appropriate US Government civilian employee and approved by the unit's DFO (may be delegated to the flying unit commander). If the US government civilian employee does not have a training folder and AF Form 1381, the justification block of AFMC Form 81 will list missions he/she is authorized to perform, and will be updated as qualification status changes.

1.10.1.6. AFJI 10-220 (as supplemented or as stated in the current contract) sets the proficiency, currency, and medical standards of US Government contractor aircrew members. For US Government contractor personnel (including maintenance and test engineers) not covered by AFJI 10-220, an AFMC Form 81 must be accomplished annually and approved by the unit's DFO (may be delegated to the flying unit commander). Contractor personnel not covered by AFJI 10-220 will meet the same proficiency, currency, and medical standards as military members in like positions. Exception: contractor mission crewmembers not covered by AFJI 10-220, will meet FAA medical requirements for the current crew position. Contractor crewmembers' flight time will not be entered into ARMS and record reviews are not required.

1.10.1.6.1. (Added) In the Justification block of AFMC Form 81 list missions a contract member is authorized to perform. Reaccomplish this form annually or as qualification status changes. If a US government contractor not covered by AFJI 10-220, does not have a training folder and AF Form 1381, the justification block of AFMC Form 81 will list missions he/she is authorized to perform, and will be updated as qualification status changes.

1.10.1.8. All personnel in this category will be entered on the flight authorization as XA (other aircrew). They are not in an orientation flight category. Units will ensure that participants possess aeronautical orders, current physical, and physiological training.

1.10.1.9. (Added) HQ AFMC/DOO must approve any aircrew member who will perform in-flight duties on a continuing basis if the aircraft's listing in AFI 65-503 does not include that specialty as part of the

crew complement (e.g. a boom operator on an E-3B). These aircrew members must never be used in lieu of an aircrew member qualified in the aircraft and these duties cannot be used to justify aircrew status.

1.10.1.9.1. (Added) Nonrated personnel flying under provisions of para. **1.10.1.9** will log flight duty code “MA” primary time on the AFTO Form 781 only when performing authorized in-flight duties.

1.10.1.10. (Added) AFMC general officers and colonels authorized by AFMC/CC may fly on any AFMC aircraft and any AFMC mission except those listed in para **1.10.3.1**. of this supplement. There are no additional in-flight restrictions imposed on these sorties, which must be flown in accordance with this supplement and AFI 11-202 Vol 3, AFMC Sup 1. DFOs must exercise sound judgment when determining specific flight profiles. These flights are not considered orientation flights. Physiological training is not required for transport/cargo aircraft. Members must be cleared to fly by the flight surgeon prior to flying.

1.10.1.10.1. (Added) General officers may fly in one of three distinct categories: (1) General Officer Operational Flying positions, (2) Indoctrination Flying positions, and (3) Nonrated positions. General officers in the first category maintain a qualification per AFI 11-202, Vol 1, and AFI 11-2FT, Vol 1. General officers in the second category will not maintain aircraft qualification. Flying under indoctrination status is covered in AFI 11-401, para. 2.16. Use “OP” or “ON” for crew position. General officers in the third category desiring to fly must forward their request to HQ AFMC/DOO. Nonrated general officers in command of certain AFMC units (e.g. ALC/CC) may fly as required to maintain familiarity with the operation. They may be placed on flight orders without listing a crew position or they may be listed on a passenger manifest. Flight prerequisites are the same as those for non-qualified crewmembers in **Table 1.4**.

1.10.3. (Added) Crew requirements: **Table 1.5**. lists pilot requirements and restrictions when flying AFMC aircraft. Civilian visitors may not operate a set of flight controls on any aircraft.

**Table 1.5. (Added) Pilot Requirements and Restrictions.**

<b>Rule</b>	<b>A If Aircraft Is</b>	<b>B And If</b>	<b>C Then Pi- lot(s)(Note 1)</b>	<b>D And</b>	<b>E Exceptions and Restric- tions(Note 2)</b>
1	Cargo  Tanker  Bomber	A passenger or individual on an incentive flight is on-board	Must be a MP (MC for co-pilots) or higher	Other aircrew members must be qualified or monitored by instructor of the same specialty	DFOs may authorize one FP to fly with an MP or IP.
2	E-3          E-8          T-39	A VIP or Non-qualified person occupies a mandatory pilot position	In command must be an IP	Another qualified pilot must be onboard, and no passengers will be onboard	<p>1. DFOs may authorize:</p> <ul style="list-style-type: none"> <li>a. Non-pilots to occupy a pilot position only during non-critical phases of flight in day VMC.</li> <li>b. Non-qualified pilots to occupy a pilot position during critical phases of flight if the need is fully justified.</li> <li>c. A waiver to the requirement to have an additional pilot onboard on a case-by-case basis.</li> </ul> <p>2. Another qualified pilot is not required when the IP is training pilot(s), when flight is part of a TPS syllabus, or qual/eval flights IAW AFI 11-202, Vol 1.</p>

Rule	A	B	C	D	E
	If Aircraft Is	And If	Then Pilot(s) (Note 1)	And	Exceptions and Restrictions (Note 2)
3	Fighter (Note 3)  Trainer (Note 3)	A non-qualified pilot occupies the mandatory pilot position or will perform takeoffs or landings from any position	In command must be an IP		DFOs may authorize non-qualified pilots to occupy the mandatory pilot position if the need is fully justified.
4	U-2/TR-1	A VIP or non-pilot on an orientation flight occupies a position with a set of flight controls			DFOs may authorize highly qualified MPs to fly non-VIP military personnel on orientation flights.
5	All Aircraft	A MESP occupies a position with a set of flight controls	In command must be a MP or higher		MESPs must not occupy a mandatory pilot position (Note 3).
6	Helicopters	A person other than a qualified helicopter pilot occupies a pilot position	In command must be an IP		The IP must perform all maneuvers during critical phases of flight and occupy the right seat pilot position except when training unqualified helicopter pilots or qual flight IAW AFI 11-2FT, vol 1. For UH-1, refer to AFI 11-401, para 1.12.2.3.

**Notes:**

1. Pilots in this column must be current and qualified.
2. Document DFO authorizations/waivers in writing (method determined locally).
3. Dual cockpit fighters and trainers have only one mandatory pilot position.

1.10.3.1. (Added) Only mission qualified, mission essential aircrew and operational support flyers will fly on:

1.10.3.1.1. (Added) Functional check flights (except O-8F). Exception: Minimum number of maintenance technicians needed to perform airborne FCF duties that the aircrew cannot complete may be flown on FCFs as MESP. This does not preclude requisite training for crewmembers undergoing FCF mission qualification IAW AFI 11-2FT Volume 1.

1.10.3.1.2. (Added) The first flight of a new aircraft.

1.10.3.1.3. (Added) Aircraft carrying hazardous materials (AFMAN 24-204, *Preparing Hazardous Materials for Military Air Shipments*).

1.10.3.1.4. (Added) Flights that the DFO or other authority defines as hazardous.

1.10.3.1.5. (Added) Flights to identify the flight characteristics of aircraft altered by a configuration change.

1.10.3.1.6. (Added) Flights to test or check the structural integrity of airframes or engines.

1.10.3.1.7. (Added) Flights to discover or expand flight envelopes.

1.10.3.1.8. (Added) Record attempts.

1.11. Send requests not covered below to HQ AFMC/DOO.

1.11.2. (Added) HQ AFMC/DOV flight examiners are authorized to conduct aircrew evaluations IAW AFJI 10-220.

1.11.3. (Added) AFMC personnel, who have been approved by the USAF Test Pilot School Commandant, may perform their aircrew specialties, or perform in capacities as licensed by the FAA, in gliders and other non-USAF aircraft in conjunction with the USAF Test Pilot School curriculum.

1.11.4. (Added) Flights are authorized in non-USAF aircraft used to conduct an approved USAF test program.

1.11.5. (Added) Commanders may authorize AFMC personnel to participate in orientation/evaluation and qualitative flights in non-USAF aircraft (including contractor owned or operated) provided there is duty related justification for the individual to fly and the flights have been evaluated by a safety review process that, as a minimum, examines the following areas:

1.11.5.1. (Added) FAA airworthiness certification of civilian aircraft.

1.11.5.2. (Added) Performance envelope of the aircraft.

1.11.5.3. (Added) Orientation/evaluation flight profile.

1.11.5.4. (Added) Qualification of the participating AFMC personnel.

1.11.5.5. (Added) Qualification of the participating non-AFMC personnel.

1.11.6. (Added) Flights are authorized while participating in Test Pilot School field trips.

1.12.1. Subject to the restrictions in AFI 11-401, this instruction in general and table 1.5. specifically, DFO's may authorize non-pilots to occupy a pilot position. Note: Two seat fighters and T-38s are not considered dual controlled aircraft.

1.19. (Added) Each year, by 15 October, all units shall forward a summary of orientation flights and participants to HQ AFMC/DOO. For point to point orientation flights, list departure base, destination base, and reason flight was not accomplished in the local area. Negative replies are required.

1.20. (Added) Semiannually, in April and October, flying units will send a report to HQ AFMC/DOO and HQ AFMC/DOV showing aircraft and aircrew qualification of all assigned or attached aircrew and mission crewmembers. Semiannually, in April and October, DFOs will send a list to HQ AFMC/DOO of flying unit commanders and operations officers, unit and wing chiefs of standardization/evaluation branches, and unit and wing chiefs of training as applicable. Include in the list the name, rank, phone and fax number, and e-mail address. The reporting procedures in this paragraph are exempt from licensing in accordance with AFI 33-324, *The Information Collections and Reports Management Program; Controlling Internal, Public, and Interagency Air Force Information Collections*, para. 2.11.12.

1.21. (Added) AFMC flying units may supplement this instruction. Send a copy of each supplement to HQ AFMC/DOO and HQ AFMC/DOV for coordination and approval prior to issue.

1.22. (Added) Annually, in January, flying units will submit an MESP Flying Report to HQ AFMC/DOO. The report will include the following categories: individual's name, rank/grade, status (military, DoD civilian, contractor), date flown, number of sorties and hours, purpose of individual flying. Negative replies are required. The reporting procedures in this paragraph are exempt from licensing in accordance with AFI 33-324, para. 2.11.12.

2.7.3. Rated officers who missed their second or third flying gate may apply for an OFDA credit waiver. The officer must have accumulated at least 72 months of OFDA credit, have served in a critical acquisitions billet which prevented the completion of their second or third gate and must not have accepted the acquisition bonus. Submit waiver requests through the center commander (or equivalent) to HQ AFMC/DOO NLT 01 Dec of each calendar year.

2.8.2. Officers authorized Flying Activity Code (FAC) 6 flying will comply with all AFMC aircrew requirements.

2.10.2. Flying unit commanders may authorize inactive flight surgeons to fly on unit aircraft.

2.12.4. Members who fly in AFMC as MESPs must comply with this paragraph if placed on an aeronautical order or equivalent IAW para 2.24.4. and attachment 8 of this supplement. MESPs not placed on an aeronautical order or equivalent will fly per para 2.24.3. of this supplement.

2.15. In August of each year, incumbents of aviation position identifier (API) 8 or D positions who have been assigned FSC "K" must send a request to HQ AFMC/DOO with rationale why the position should not be converted to API 4 or E. Action will be taken to change the position to inactive if there is insufficient justification for an API 8 or D position or if no request is received. HARM offices will audit the Unit Manpower Document or other source document to verify these positions.

2.16.1. Forward request for indoctrination status to HQ AFMC/DOO with full justification. HARM will not issue FSC "T" to inactive rated officers without approval from HQ AFMC/DOO for AFMC personnel or the parent MAJCOM for non-AFMC personnel with HQ AFMC/DOO concurrence.

2.17. Forward copies of all HARM Chief appointment letters to HQ AFMC/DOO. The HARM Chief is responsible for overall database management of ARMS at base level and for all interface with the Defense Mega Center (DMC) regarding ARMS. He/she also serves as the functional manager for all AFMC 1C0X2 personnel on base and will assign these personnel based on mission needs and career progression.

2.20.1. Crewmembers attached to AFMC flying units to fly AFMC test or test support (E-coded) aircraft must contribute effectively to the test mission of the aircraft and must respond to the DFO's flying schedule. DFOs will not attach crewmembers to fly E-coded aircraft solely for the purpose of complying with annual flying requirements or maintaining proficiency.

2.20.2. TDY travel costs of AFMC attached fliers supporting depot unit mission flying or test program mission flying will, as a general rule, be funded by the specific program requiring support, but may, if circumstances dictate, be funded by the unit of attachment. Travel for "normal training requirements" will be IAW the basic instruction AFI 11-401, para 2.20.2.

2.20.3. (Added) Crewmembers will route attachment for flying requests through the chain of command to HQ AFMC/DOO. The requested flying unit for attachment must formally coordinate on the request prior to the individual's chain of command processing. The request must clearly provide justification for flying status. Instructions for completing and a sample of the request are located in **Attachment 7** of this supplement. AFMC units will not fly attached crewmembers without HQ AFMC/DOO approval.

2.20.4. (Added) The unit of attachment will maintain aircrew qualification training and continuation training records. Attached aircrew must comply with flying unit guidance and directives.

**2.24. (Added) Taking Part in Flying by MESPs and MEGPs.** MESP and MEGP are not entitled to flying incentive pay. Limit the number of MESP and MEGP flyers to the minimum necessary to complete the unit's mission. MESP will be placed on the flight authorization and use "MESP" as their flight duty code. All MEGPs will be manifested on the passenger manifest.

2.24.2. (Added) AFMC Form 81 will be used to request flying authorization for all military and civilian MESP. Units may use locally developed procedures if approved by HQ AFMC/DOO.

2.24.3. (Added) All MESP will receive medical recommendation/clearance to fly and/or physiological training, if required, IAW AFI 48-123, AFMC Sup 1. All MESP will receive an AF Form 1042 from the flight surgeon confirming medical status. Members must present this form to Squadron Aviation Resource Management (SARM) personnel before flying. HQ AFMC/SGBA is waiver authority for medical requirements listed in AFI 48-123, AFMC Sup 1.

2.24.4. (Added) MESP are limited to 12 sorties during any consecutive 12-month period to comply with flying at less than a frequent and regular basis. Military MESP required to fly at a greater rate will be placed on aeronautical orders (AO) IAW AFI 11-401, para 2.12.4. Civilian MESP required to fly at a greater rate will be placed on a civilian equivalent to an AO. A memorandum from the DFO to the HARM office will be used as an AO equivalent for individuals in this status. This memorandum will be reaccomplished annually in conjunction with the annual review of AFMC Form 81. Attachment 8 contains a sample of this memorandum with format instructions. Units may use locally developed AO procedures if approved by HQ AFMC/DOO. Units requesting waivers of the AO requirement for sorties greater than 12 must follow instructions in para 2.24.4.2. below.

2.24.4.1. (Added) MESP listed on an AO or AO equivalent do not have sortie quantity limits. These personnel will accomplish annual egress training, with a closed-book written test, and emergency training including a review of aircraft emergency equipment and procedures IAW AFI 11-301, AFMC Sup 1, para 13.11.5 and Attachment 7. MESP who do not require an AO or AO equivalent will receive abbreviated egress training IAW AFI 11-301, AFMC Sup 1, para 13.11.5.1 and 13.11.5.1.5.

2.24.4.2. (Added) Route waiver requests from flying unit commanders through DFOs to HQ AFMC/DOO. Requests will explain why the individual should be waived beyond the 12-sortie limit without

being placed on an aeronautical order equivalent. Waiver requests should be rare and may be approved only in extreme circumstances.

2.24.4.3. (Added) Flights with MESP or MEGP are subject to and must comply with the "passenger restrictions" of AFI 11-202 series publications, except for maneuvers and procedures required for a specific test defined in an approved test plan or published technical order. DFOs may approve touch and go operations with MESP or MEGP onboard and will document pre-approval on the flight authorization. Aircrews will not perform simulated emergency procedures with MESP or MEGP onboard except as defined in an approved test plan.

3.1.2.1.3. (Added) HARM offices will not release the FRF to individuals in suspended status (ASC 04).

3.4.1. Two (or more) aircraft commander-qualified pilots may use an aircrew position identifier of "P" in the flight authorization duty code block of AFTO Form 781, **AFORMS Aircrew/Mission Flight Data Document**, when flying together. The first character of the aircrew certification/flight authorization duty code must reflect the individual's qualification level and assigned duties for that mission flight authorization. Copilots not qualified as aircraft commanders are required to use an aircrew position identifier of C. Pilots who have completed initial qualification training will use FP during mission qualification training. After qualifying in one unit mission, crewmembers will log 'M' as the first character of their aircrew certification/flight authorization duty code. Pilots will log FP (or MP if mission qualified) during difference and conversion training since they are already qualified in the basic weapon system.

3.4.3. IPs and EPs will log "XP" (other) time when instructing or evaluating from a chase aircraft in which they are not qualified. Instructor and evaluator pilots are not authorized to use the IP or EP duty code unless specifically instructing or evaluating on that flight.

3.6. Mission crewmembers (ASC 9D) who are upgrading to instructor or evaluator status will follow procedures established in AFI 11-2FT Volume 1. All other mission crewmembers who have completed required training will use flight authorization duty code "MA" and log primary time when performing in-flight duties IAW AFI 11-401, paragraphs 3.9., 3.9.1., and 3.9.2. Active operational support flyers (ASC 9C) who have completed required training will use flight authorization duty code "MZ" and log primary time when performing in-flight operational support duties IAW AFI 11-401, para 3.9.2.

3.7.2. (Added) When a fully qualified crewmember is not available, DFOs may authorize rated personnel to occupy non-mandatory crew positions on a case-by-case basis. This authority will be used to enhance mission accomplishment and flight safety. Document DFO approval on AFMC Form 82 or 83 as appropriate. Rated personnel flying in this capacity must have the approval of their assigned unit supervisor. DFOs must document, in each case, the reason fully qualified crews were not available.

3.7.2.1. (Added) Any flight involving unqualified crewmembers occupying mandatory crew positions requires HQ AFMC/DOV approval. DFOs will forward requests using AFMC Form 73, **Flight Operations Waiver Request**. The approval package must include name and qualifications, aircraft and position to be occupied, and proposed aircrew member training program.

3.18. (Added) Active (Flying Status Code A) test pilots may use "FP" when actively flying the aircraft while performing qualitative or approved short-term aircraft tests or evaluations. This designation will only be used on missions when the test pilot is actively flying the aircraft. This does not authorize Test Pilot School graduates to perform duties on other missions requiring qualified aircrew members at the controls of the aircraft (e.g. functional check flights, passenger carrying missions). ACIP gate month credit will not accumulate unless the aircrew member holds a formal qualification in the aircraft.

3.19. (Added) Active test navigators will use the appropriate aircrew certification codes when flying in aircraft in which they are qualified or seeking qualification. Use "FN" or "FW" as appropriate when actively performing test navigator duties in aircraft in which they are not qualified. ACIP gate month credit will not accumulate unless the navigator/WSO holds a formal qualification in the aircraft.

3.20. (Added) USAFTPS pilot students will use "UP" when required to fly with an instructor pilot and "FP" when an instructor pilot is not required on a flight (e.g. after a solo qualification flight check).

3.21. (Added) USAFTPS navigator students will use an aircrew certification code of "UN."

3.22. (Added) USAFTPS flight test engineer students will use an aircrew certification code of "UA."

3.23. (Added) Field units may develop and use three or four character aircrew certification codes, if desired.

**3.24. (Added) Contractor Crewmember Duty.** Contractor crewmember's flight time will be annotated on the AFTO Form 781 and lined out in the same manner as if the data were extracted. Enter "0000" in block 18 for unit of assignment.

**Attachment 1****GLOSSARY OF TERMS*****Terms***

**Aircraft Under Development**-New aircraft undergoing developmental test and evaluation that have not yet met IOC or as designated by HQ AFMC/DO.

**Critical Phases of Flight**-Taxi; takeoff; departure; approach; landing; refueling; midair retrieval; dropping of equipment, personnel, vehicles, or stores; real or simulated emergencies; flight below 3000 ft AGL (300 ft AGL for helicopters); touch and go landings; and any operations designated by the DFO.

**Mandatory Pilot Position**-A pilot position defined in the flight manual as part of the minimum crew. A position that a pilot must occupy during critical phases of flight (for example, the front seat of a T-38, both pilot seats of a C-135, etc.).

**Personnel Who Fly On AFMC Aircraft:**

**Maintenance/Engineering Support Personnel (MESP)** -An individual whose particular expertise is required in-flight to provide assistance with or observation of test techniques, data collection, systems operation, support resource, or crew procedures.

**Mission Essential Ground Personnel (MEGP)**-An individual who performs unique ground support duties related and essential to a particular aircraft, mission, exercise, or deployment.

**Passengers**-Persons authorized to fly according to DoD 4515.13-R and whose sole purpose for being on an aircraft is transport. Passengers do not have specific airborne related duties while onboard an aircraft.

**Pilot in Command**-The Pilot in Command (PIC) is the rated aircrew member designated responsible for the safe and effective accomplishment of the assigned mission. The PIC is vested with the authority to manage the aircrew and aircraft to accomplish the mission. The designation begins with mission planning and ends upon completion of post-mission documentation.

**VIPs include:**

- Key federal, state, and foreign officials.
- Members of Congress or congressional staff members.
- US or foreign general or flag officers.
- Federal employee equivalent to a general or flag officer.
- Members of the news media.
- Celebrities.
- Business, civic or industrial leaders.

## Attachment 2

**INSTRUCTIONS FOR USING AFTO FORM 781, ARMS AIRCREW/MISSION  
FLIGHT DOCUMENT**

**A2.1. AFTO Form 781.** Flying units may computer generate this form provided the original format and information is retained.

Table A2.1. Item 6. Flying units may determine mission numbers applicable to their operations.

Table A2.1. Item 7. Use mission symbols in AFI 11-401 Table A2.2. or Table A2.5 of this supplement.

**Table A2.1 (Added)**

Line	Use mission symbols from AFI 11-401, Attachment 2, Table A2.2, if flight does not fit any of the definitions listed below		
	<b>A</b>	<b>B</b>	<b>C</b>
	<b>Mission</b>	<b>Short Title</b>	<b>Definition</b>
1	O-3A	Delivery	Aircraft delivery to, or pickup from AFMC depots, contractor facilities, or other commands, bases, or facilities.
2	O-5E	Specific Test Support	All as described in O-5 except O-5F.
3	O-5F	Specific Test Support Profile	Practice over and above normal AFI 11-202 and AFI 11-2FT series mission training to gain proficiency in events directly identifiable with and necessary for a particular test program. Chargeable to the test program.
4	O-6E	Qualification Training	Initial qualification and requalification. Includes training for basic aircraft qualification and instructor upgrade. Initial and requalification evaluation flights. (Phase I training)
5	O-6F	Continuation Training	Proficiency training and recurring evaluation flights required by AFI 11-202 and AFI 11-2FT series. (Phase III training)
6	O-6G	Mission Qualification Training	Training required for mission qualification and requalification. (Phase II training)
7	O-7	Special Missions	Missions performed in E and CF coded aircraft that do not fall in other categories. Also used for B or D coded unairworthy aircraft to move the damaged aircraft to a repair facility. Includes search and rescue, air shows, aerial demonstrations, record attempts, etc. Forward request to HQ AFMC/DOO for HQ AFMC/DO approval.
8	O-8	Maintenance Test	All described in O-8 except O-8F.
9	O-8F	Equipment Check	Trouble shooting flights, subsequent ACF/FCF flights as defined by AFI 11-2FT Vol 3 Chap 9, or operational checks that don't require an FCF crew and are not subject to FCF crew limitations.
10	T-3A	TPS Upgrade	Upgrade flights by TPS instructors to attain/maintain qualification/currency in TPS curriculum missions, including minimum time requirements for IP upgrade.
11	T-3B	Continuation Training (TPS)	Flights by TPS instructors to maintain currency and proficiency as required by AFI 11-202 and aircraft specific series.
12	T-3E	Recurring Checkride (TPS)	

**Attachment 4 (Added)****INSTRUCTIONS FOR USING AFMC FORM 82, FLIGHT AUTHORIZATION**

**A4.1. (Added) Purpose.** AFMC Form 82 will be use for all flights that originate or terminate outside the local flying area. These forms may be used for local area flying if desired.

**A4.2. (Added)** The AFMC Form 82 is available in electronic format using Form Flow. The form may also be computer generated by flying units provided the original format and information are retained.

**A4.3. (Added)** Commanders or people they designate in writing by organization position or name will approve flight authorizations. Changes will be approved IAW AFI 11-401, para 1.8.1.

**A4.4. (Added)** Completed forms will be kept on file for one calendar year after completion of flight.

**Table A4.1. (Added) AFMC Form 82 Entries.**

Item	Entry
1	Local date. Format YYYYMMDD (example: for 1 Mar 02 enter 20020301 ).
2	Local date. Format DD MMM YYYY (20020301).
3	Estimated time of departure will be in 24-hour GMT clock time (e.g., 1300).
4	Type aircraft by mission-design-series.
5	Aircraft Serial Number. Year-digits to uniquely identify the aircraft (e.g., 62-000024).
6	Call sign to be used for the flight.
7	Following the word ITINERARY the statement "VARIATIONS IN ITINERARY AUTHORIZED" must be used. For Forms 82, which involve multiple sorties, list each authorized sortie, with the origin and destination.
8	An authorized mission symbol, or symbols, to be used for the flight.
9	Program element identifier (PEID).
10	Highest crew position authorized to be logged on the flight on the AFTO Form 781.
11	The three-letter designation of rank will be used (2LT,TSG).
12	Crewmember's printed name (last, first, middle initial). An asterisk (*) before the last name will be used to designate the pilot in command. A pound sign (#) before the last name will be used to designate the formation lead and a double pound sign (##) for the alternate lead.
13	Last four numbers of the crewmember's social security number.
14	Individual's assigned Organization and MAJCOM.
15	Determined locally.
16	Remarks determined locally.
17	Unit issuing the flight authorization.
18	Flight authorization number will be a numeric designation using the last two numerals of the fiscal year followed by the chronological number of the flight authorization, separated with a dash (95-001). Sequentially number from the beginning of the fiscal year for all units AFMC Forms 82. Geographically separated flight operations may use blocks of flight authorization numbers (such as 96-Axxx for one location, 96-Bxxx for another location, etc.).
19	Signature and typed name, grade, and title of authorizing official.
20	Local date. Format YYYYMMDD (20020301).

**Note:** A single AFMC Form 82 may be used for missions extending beyond one day (such as deployments, deliveries, etc.) if the itinerary in item #7 lists each authorized sortie origin/destination and the crew and aircraft are unchanged.

**Attachment 5 (Added)****INSTRUCTIONS FOR USING AFMC FORM 83,  
LOCAL FLIGHT CLEARANCE/FLIGHT AUTHORIZATION**

**A5.1. (Added) Purpose.** AFMC Form 83 is designed for flights originating and terminating in the local flying area. AFMC Form 82 and DD Form 175 must be used for all flights originating or terminating outside the local flying area. Flying units may use these forms for local area flying if desired. AFMC Form 83 may be used during a deployment for flights originating and terminating at the same deployed location if units obtain prior agreement with the local controlling agency.

**A5.2. (Added)** The AFMC Form 83 is available in electronic format using Form Flow. Flying units may computer generate this form provided the original format and information is retained. Do not preprint items 16 through 21, 23, 24 and 27. All other items may be filled in prior to printing at the option of the preparing organization.

**A5.3. (Added)** Commanders or people they designate in writing by organization position or name will approve flight authorizations. Changes will be approved IAW AFI 11-401, para 1.8.1.

**A5.4. (Added)** Completed forms will be kept on file for one calendar year after completion of flight.

**Table A5.1. (Added) AFMC Form 83 Entries.**

<b>Item</b>	<b>Entry</b>
1	Local date. Format YYYYMMDD (20020301)
2	Location aircraft departs.
3	Signature and typed name, grade, and title of authorizing official.
4	Must read: LOCAL (VARIATIONS IN ITINERARY AUTHORIZED)
5	Flight authorization number will be a numeric designation using the last two numerals of the fiscal year followed by the chronological number of the flight authorization, separated with a dash (95-001). Sequentially number from the beginning of the fiscal year for all unit's AFMC Forms 82 and 83. Geographically separated flight operations may use blocks of flight authorization numbers (such as 96-Axxx for one location, 96-Bxxx for another location, etc.).
6	Unit issuing the flight authorization.
7	Date the flight is authorized. Format YYYYMMDD (20020301)
8	Program element identifier (PEID).
9	Call sign to be used for the flight.
10	Highest crew position authorized to be logged on the AFTO Form 781 for that flight.
11	Crewmember's printed name (last, first, middle initial). An asterisk (*) before the last name will be used to designate the pilot in command. A pound sign (#) before the last name will be used to designate the formation lead and a double pound sign (##) for the alternate lead.
12	The three-letter designation of rank will be used (2LT, TSG).
13	Last four numbers of the crewmember's social security number.
14	MDS and Tail Number. Year-digits to uniquely identify the aircraft (e.g., 62-000024).
15	Authorized mission symbols, or symbols, to be used for the flight.
*16-17	Estimated times are the same as required for DD Form 175. These entries will be entered prior to departure. The pilot in command will ensure actual times are entered and corrected after the flight.
*18	Requirement of DD Form 175 applies. Follow instructions contained in FLIP GP for weight and balance entries.
*19-20	Requirement of DD Form 175 applies.
21	Requirement of DD Form 175 applies.
22	Requirement of DD Form 175 applies. However, locally approved flight plan designations may be used. (Viper 1, China 4 alpha, etc.) If DD 175 is filed, annotate DD-175 is on file.
*23	Enter number of latest FCIF for which crewmembers are responsible.
*24	Signature of pilot in command verifying all requirements and information is complete and correct.
25	Remarks as required by para. A2.3. Local use at the discretion of issuing unit.
26	Any combination of job order, assigned mission and operation numbers may be used.
27	OPS OFF INIT.

\*The pilot in command will fill in information. Estimated times are only required for items 16 and 17.

**Attachment 6 (Added)**

**CONSOLIDATED SCHEDULE**

**A6.1. (Added)** This supplement requires various data to be collected either for unit or headquarters use. The following is a consolidated schedule of this supplement's requirements.

**A6.1.1. (Added)** JANUARY: MESP Annual Flying Report (para. **1.22**)

**A6.1.2. (Added)** APRIL: Crew Lists (para. **1.20**),  
Unit CC/DO, DOV, DOT Chiefs lists (para. **1.20**)

**A6.1.3. (Added)** JUNE: DFO Appointment Memos (para. **1.4.3.4. (Added)**)

**A6.1.4. (Added)** AUGUST: API 8 with FSC "K" justifications (para. **2.15**)

**A6.1.5. (Added)** 15 OCTOBER: Orientation Flight Data (para. **1.19**),  
Crews Lists (para. **1.20**),  
Unit CC/DO, DOV, DOT Chiefs list (para. **1.20**)

**A6.1.6. (Added)** DECEMBER: OFDA Waiver Request (para. **2.7.3**)

**Attachment 7 (Added)****SAMPLE ATTACHMENT FOR FLYING REQUEST**

**A7.1. (Added) Draft Letters of Attachment using Microsoft Word.** Prepare letters using the format shown below.

**A7.2. (Added)** A squadron aviation resource management specialist will review letter for accuracy before forwarding to commander for signature.

**A7.3. (Added)** When the requesting official signs the request, send an electronic copy to HQ AFMC/DOOT.

**A7.4. (Added)** The unit of attachment will keep a signed copy of the letter on file for the duration of the attachment.

MEMORANDUM FOR (requested Flying Unit of Attachment)

HQ AFMC/DOO

IN TURN

FROM: (Requesting individual's unit)

SUBJECT: Request for Attachment for Flying

1. Request approval for Major John H. Doe, SSAN: 111-22-3333 to be attached to the 416th Flight Test Squadron, 412 TW Edwards AFB CA. He is currently assigned to an active aviation position identifier (API) position at Kirkland AFB NM, with no flying facilities or aircraft available. The following data is provided IAW AFI 11-401, para. 2.20:

- AVIATION SERVICE DATE:
- AVIATION SERVICE CODE:
- AERONAUTICAL RATING/RATINGS:
- EXPECTED DURATION OF ASSIGNMENT:
- DATE OF SEPARATION:
- ASSIGNED DUTY POSITION:
- AVIATION POSITION IDENTIFIER (API) CODE:
- POSITION NUMBER:
- DATE OF LAST FLIGHT PHYSICAL:
- DATE OF LAST PHYSIOLOGICAL TRAINING:
- DUTY TELEPHONE NUMBER:
- AIRCRAFT LAST QUALIFIED IN:
- DATE LAST FLOWN:
- REQUESTED UNIT OF ATTACHMENT:
- POINT OF CONTACT AT UNIT:

2. This paragraph should contain full justification for attachment of the individual to fly.

//signed//

(Requesting Individual's Assigned Unit CC Signature Block)

1st Ind, (Requested Flying Unit/CC)

Concur/Do Not Concur

To support the attachment of Major John H. Doe for flying purposes to my organization IAW AFI 11-401, para. 2.20.

//signed//

(Requested Flying Unit CC Signature Block)

**Attachment 8 (Added)**

**SAMPLE CIVILIAN MESP AERONAUTICAL ORDER EQUIVALENT**

**A8.1. (Added)** This memorandum will be used in lieu of an AO for civilian MESP. Once signed by the DFO and sent to the HARM office, this memorandum becomes the equivalent of an aeronautical order.

**A8.2. (Added)** Review this memorandum annually in conjunction with the annual review of AFMC Form 81 and reaccomplish if requirement for an AO still exists.

DATE

MEMORANDUM FOR: (HARM OFFICE)

FROM: (FLYING UNIT DFO)

SUBJECT: Civilian MESP Aeronautical Order Request

Request (MESP name and SSAN) be placed on an aeronautical order equivalent IAW AFI 11-401, AFMC Sup 1, para 2.24.3. (MESP name) is projected to exceed 12 sorties in a 12-month consecutive period. (He/she) will comply with applicable training and medical requirements IAW AFI 11-401, para 2.12.4 and 2.16.3, AFI 48-123, AFMC Sup 1, and AFI 11-301, AFMC sup 1, para 13.11.5 and attachment 7.

We will review this request annually IAW AFI 11-401, AFMC sup 1, para 2.24.4. Once signed, this letter becomes the aeronautical order equivalent for (MESP name) and should be filed appropriately.

(FLYING UNIT DFO SIGNATURE BLOCK)

PERRY L. LAMY, Brig General, USAF  
Director of Operations, HQ AFMC/DO